

Willoughby Parish Council

Minutes of the Parish Council Meeting held on Tuesday 8th July 2025

1.	Record of Members Present	
	Councillors M Beech (MB) (Chair), G Ash (GA), R Honess (RH), M Lewis (ML), S Sheppard (SS) Clerk: Joanne Jarman	
2.	To Receive Apologies and the Reasons for Such Absence	
	Cllr Dale Keeling	
3.	To receive Declarations of Personal or Pecuniary Interests	
	None	
4.	Public Participation To receive any questions or presentations from the public (15 minutes will be allowed for this item)	
	One member of the public was present. A resident raised that the benches by the telephone kiosk, on the Brooks Close grass triangle and at the junction of Moor Lane and Lower Street need cleaning. ACTION: benches to be inspected and cleaned if necessary.	SS
5.	To Approve the Minutes of the Parish Council Meetings held on 10th June 2025	
	Proposed by: Cllr Ash, Seconded by: Cllr Sheppard. <i>It was resolved that the minutes of the Parish Council meetings held on 10th June 2025 be approved.</i>	
6.	To receive Progress Reports on Outstanding Items not covered later on the agenda	
6.1	<u>Green wheelie bin by the gate to the playground</u> The bin at the main gate entrance to the playing field belongs to the Parish Council; the lid was damaged by the refuse collectors. It is not used. ACTION: RBC to be asked to remove the bin.	Clerk
6.2	<u>Damaged dog waste bin on Main Street</u> This was reported to RBC on 11 th June 2025 and has now been repaired.	
7.	Planning	
7.1	<u>R25/0553 – Willowbrook Barn, Woolscott Road – proposed prior approval for a steel framed building</u> Approval is not required; no further action is necessary.	
7.2	<u>R25/0026 – Little Leys, Moor Lane – refusal of application</u> The application for the conversion of an agricultural building to a rural workers' dwelling was refused on 27 th June 2025.	

	Reason for refusal: The farming operations of the agricultural unit do not clearly establish an essential need for a new dwelling on the farm. Furthermore, the siting of an existing rural worker dwelling on the farm, and the availability of other existing dwellings near the application site further confirms that there is no essential need for a new dwelling at Manor Farm to provide occupation for a rural worker.	
8.	Highways, Street Lighting and Footpaths	
8.1	<u>To consider the quote of £275 to £300 for the painting of the bus shelter on Main Street</u> The damaged notice board will be removed as it is irreparable. Cllr Honess proposed that £275 plus the cost of materials be approved. Seconded by: Cllr Beech <i>It was resolved to approve the cost of up to £375 for the painting of the bus shelter, to include labour and materials.</i> ACTION: Materials to be acquired and the handyman to be instructed to carry out the work.	RH
8.2	<u>To receive an update on the clearing of the area around the bench on Woolscott Road</u> Cllr Sheppard reported that he has cleared the area around the bench and that the bench is in good repair.	
8.3	<u>To note progress on various issues reported to Highways during the past month</u> The following were reported to WCC Highways: - Collapsed roadside near the Cricket Club on Woolscott Road - tarmacked within two days. - Fallen tree across footpath on A45 - removed by 30 June. - Collapsing and noisy drain cover outside 37 Main Street – acknowledged by WCC and awaiting repair The Parish Council noted that WCC Highways has carried out the work promptly following notification of the issues. ACTION: Sawbridge Road from Willoughby Lodge to Shepherds Barn – WCC Highways to be asked to tarmac the road to its original width.	MB/RH/ Clerk
9.	Finance	
9.1	<u>To approve the payments in the schedule attached to this agenda</u> Proposed by: Cllr Honess, Seconded by: Cllr Ash. <i>It was resolved that the payments in the schedule be approved.</i>	
9.2	<u>To receive the financial statements for the period ended 30th June 2025</u> Proposed by: Cllr Sheppard, Seconded by: Cllr Beech. Cllr Sheppard confirmed that the quarterly checks carried out prior to the meeting were satisfactory. <i>It was resolved that the financial statements be approved.</i>	
9.3	<u>To consider the cost of the planning training courses - £35 + VAT per person per session, total £140 + VAT</u> Proposed by: Cllr Ash, Seconded by: Cllr Sheppard. <i>It was resolved to approve the cost of the planning training courses for Cllr Beech and the Clerk at £140 + VAT.</i>	

SCHEDULE OF PAYMENTS TO BE APPROVED on 8th JULY 2025

Payee Name	Description of Service	Amount £
WALC	Cllr Ash training	42.00
Tomato Energy	Streetlights – May 2025	42.92

Greenstone Contracts	June mowing	764.33
Unity Trust	Service charge	6.00
Lloyds Bank	Card charge	3.00
ICO	Data Protection fee	47.00
Tomato Energy	Streetlights – April and May 2025	1.38
Total		£906.63

10.	Playground	
10.1	<u>To receive the playground inspection</u> Cllr Beech complimented Cllr Honess on the report. The following were noted: • Kiss gate - repair will be undertaken by Cllr Honess. • Climbing frame – bolt fixings to the hand grips will be tightened by Cllr Honess. • Telegraph pole - this has been there for two to three years and is not obtrusive.	
11.	Play Rangers	
11.1	<u>To receive an update on the arrangements for the Play Rangers</u> Flyers have been delivered to every household. Cllr Lewis confirmed that he does not currently require any support from other councillors.	
12.	Neighbourhood Plans Campaign	
12.1	<u>To consider the resolution calling on the Government to provide dedicated funding for Neighbourhood Plans</u> The government has withdrawn its support funding for Neighbourhood Plans. This will have a profound impact on local communities who will no longer be able to afford to develop or review Neighbourhood Plans and will no longer have any say on what happens in their communities. Parish Councils are being asked to join the campaign and consider a resolution calling on Government to provide dedicated funding for Neighbourhood Plans and to write to their local MPs. Cllr Beech proposed the following resolution calling on the Government to provide dedicated funding for Neighbourhood Plans: Willoughby Parish Council acknowledges that: • Neighbourhood planning empowers local communities to shape the development and growth of their areas through the creation of Neighbourhood Plans. • The preparation of Neighbourhood Plans requires significant time, expertise, and financial resources, often placing a burden on parish and town councils. • Neighbourhood Plans contribute to more democratic, locally-informed planning decisions and support the delivery of sustainable development aligned with community needs and aspirations. Seconded by: Cllr Sheppard	

	<i>It is resolved to:</i> <i>Call upon His Majesty's Government to provide increased and sustained funding to support the development, review, and implementation of Neighbourhood Plans.</i> <i>Request that the Government ensures funding is accessible to all communities, to promote inclusivity and fairness in the planning process.</i> <i>Write to Sir Jeremy Wright MP to communicate this resolution and advocate for enhanced support for neighbourhood planning</i>	
12.2	<u>To consider sending WALC's suggested letter to the local MP</u> Cllr Beech proposed sending WALC's suggested letter, with adaptations, to the local MP. Seconded by: Cllr Honess <i>It was resolved that the adapted letter be sent to the local MP.</i> ACTION: Letter to be sent to the MP.	MB/ Clerk
13.	Correspondence	
	None	
14.	Councillors Reports and Items for the Next Agenda	
	Dog fouling – a notice on how to report dog fouling will be posted in the Willoughby Monthly - www.rugby.gov.uk/w/report-dog-fouling	
15.	Change of date of October Meeting	
15.1	<u>To propose changing the date to 7th October 2025</u> Cllr Beech proposed the date of the October meeting be changed to 7th October 2025 to enable the chair and the Clerk to attend planning training.	
16.	Date of the Next Meeting	
16.1	12 th August 2025 at 7.00pm in the Village Hall.	
	The meeting closed at 8.04pm	

Chair.....

Date.....